

Whitchurch-on-Thames Parish Council

MINUTES of the Parish Council meeting held in ‘The Old Stables’, Tuesday 14th November 2017, commencing at 8.00pm.

PRESENT

Chairman	Keith Brooks
Vice-Chairman	Jim Donahue
Councillors	Dave Bowen Rachel Hatcher Denise Huxtable
Clerk	Felipa House

Public:

Charles Cotgreave, Leslie Maynerd & Richard Wingfield.

1. Apologies for absence

Cllrs. Sarah Hanfrey & Carrie Leadbeater-Hart, Cllr. Simister & Cllr. Bulmer. Cllr. Leadbeater-Hart is taking a leave of absence until February due to work commitments but continues to be included in all Council correspondence.

2. Declarations of interest

None mentioned.

3. Public forum Opportunity for members of the public to address the Council. With the permission of the Chairman, the public may also speak about specific items of business as they arise.

Leslie Maynerd spoke on behalf of MOWS. A boat for the left-hand side of the church drive is being donated from Beale Park & Leslie is arranging delivery. Cllr. Bowen volunteered the use of his trailer if needed. A local resident has very kindly purchased a large number of plants for this area & some planting may be done within the boat itself. MOWS would like the Council to purchase shingle & larger stones, plus a membrane, to place under & around the boat. The cost would be approximately £235. Cllr. Brooks proposed that the Council provide the funds requested & this was unanimously agreed. The Clerk will liaise with Leslie in order to purchase the items.

4. Agree minutes of Parish Council meeting 10th October 2017

A resident had written in before the meeting requesting clarification regarding the trees near the school (section 15). The Clerk will amend the Minutes to reflect this, as well as amending the wording within section 9 regarding the cricket club & village maintenance contractor. The amended Minutes will be agreed at December’s meeting.

5. District councillor’s report

Cllr. Simister was not present.

6. County councillor’s report

Cllr. Bulmer was not present.

7. Planning

P17/S3549/HH, 11 Hillside, Hardwick Road. Loft conversion & skylight installation. The neighbour has already commented & is happy with the plans. The Council voted unanimously to submit 'No strong views'.

P17/S3373/LB, 3 Hill Cottages, High Street. Skylight installation at rear. The Council voted unanimously to submit 'No strong views'.

P17/S3727/GG, 'Greenways', High Street. Erection of shed towards rear of property. The Council voted unanimously to submit 'No strong views'.

There have been some queries regarding the new village pavilion. An article has been on the website for several weeks & it was felt that there had therefore been enough opportunity for public consultation. Cllr. Bowen suggested that the Council submit the planning application now & confirm the final location later, which would enable fundraising to start as soon as possible. Ideally the pavilion would be moved back towards the trees but this may not be possible. The other councillors all agreed with Cllr. Bowen's proposal & it was resolved that the Clerk arrange this. She will discuss with Cllr. Leadbeater-Hart. The application will involve some expenditure. Once the application has been made the Clerk will inform Richard Wingfield, so that a link to the application & full drawings can be placed on the website.

8. Finance Approve payments/note receipts

Monthly salary for the Clerk

Expenses for the Clerk for stamps (£13.44)

Invoice from Nova Press for autumn edition of the 'Bulletin' (£285.00)

Keith Brooks expenses for printer paper (£4.00)

Keith Brooks expenses for Remembrance Day wreath (£33.00)

Invoice from Azalea Landscapes for 2017 village maintenance (£3,955.00) (To be paid once checked against schedule)

Invoice from Kingdom Signs for new village & AONB signs (£683.33)

Payment to C Widdop for graphic design work for new village sign (£100.00)

Payment to St. Mary's PCC for hire of The Old Stables (£20).

Action for Pangbourne Toilets have requested a further grant from the Council for the next financial year. This will be discussed at December's Council meeting.

£92.15 has been received from HMRC for VAT repayments from April – September 2017. £1,085.63 has been received from SODC as the second half of the CIL payment for 'The Haven'. The Clerk will confirm how this money can be spent.

The Council held a separate meeting last week to discuss its standing orders. Recommendations & amendments were made & the Clerk is making the necessary changes to the document, which will then be circulated to all councillors.

The Clerk had circulated the Council's expenditure vs. budget to date before the meeting & will do so again before next month's budget meeting. The Clerk asked councillors to consider what spending might need to take place in the next financial year so that the precept can be determined.

9. Village green

There was no update.

10. Village green working group/pavilion

There was no further update bar the planning discussion in section 7.

11. TAPAG (Traffic and Parking Action Group)

There will be a pre-Christmas meeting, the outcome of which will be given at January's Council meeting. All suggestions are being evaluated & examined.

The bollard outside Geoff Weir's house has once again been knocked over & a resident has complained. Cllr. Bowen will liaise with Cllr. Hatcher regarding the emails he has previously sent regarding this.

12. Village hall refurbishment project

Cllr. Bowen suggested that the first phase of the refurbishment programme for the village hall might be the windows. Charles Cotgreave stated that he was having a meeting this week as part of one of the village plan's workstreams to evaluate the hall & its future. The Clerk will send him the surveyor's report commissioned earlier in the year

Cllr. Bowen was sent information regarding an e-booking system that could be used for the village hall. There would be an initial cost of about £500, plus ongoing maintenance, but the system is a fully comprehensive service that includes invoicing & billing. In the future this could be used not only for the village hall but also the village green, pavilion & perhaps The Old Stables. The Council asked Charles to include this as a future project within his review of the village hall.

13. Village environment/maintenance

The new village sign has arrived & has been installed free of charge by OCC. There is an issue with the height of the poles & the direction in which the sign is facing. Cllr. Donahue will correspond with OCC. The Council asked the Clerk to obtain a quotation from Kingdom Signs for 2 further village signs. This should include installation costs but no poles. The Council thanked Caroline Widdop for the design work she did for the sign & unanimously agreed to pay her £100 for this.

The Clerk has not heard from SODC about the Polish church site but will continue to chase them. Cllr. Brooks has obtained 2 quotes for replacing the current chain-link fence with post & rail wooden fencing. This is about 53m on the left-hand side of the area. Cllr. Huxtable will obtain a further quote for the work.

Cllr. Brooks has received 3 quotes for the work on the trees near the school. Eldon Trees' quote was the cheapest so the Council unanimously approved the work based on this quote. The Clerk will liaise with the company. It is thought that the work will take place during the Christmas holidays & February half-term.

The wooden gate at the end of Muddy Lane has been vandalised & is no longer able to be used. Cllr. Brooks has sourced an alternative metal gate, which the Council agreed to purchase. He & Pete Woolhouse will paint & install it.

14. Village Plan

Cllr. Donahue is Chairman of the Village Plan Working Group. About 15 people attended the relaunch meeting & were interested in participating. Most of the councillors are involved & there will be 6 smaller groups to look at facilities, open spaces, pavements & walking issues, built environment, TAPAG & community activities. There will be no formal steering committee. An open day will be held in May & more surveys issued. The findings from the 2009 Village Plan are being looked at & it

is hoped that initial recommendations will be issued in May, with the final plan finished by the end of 2018. Monthly updates will be provided to the Council as a degree of separation will be maintained between the working group & Council.

15. Other matters for Chairman & PC to consider Items that arise that are not on this agenda but need discussion & to be proposed for a future agenda

Nothing was mentioned.

16. Date of next meeting

Tuesday 12th December 2017 at 8pm. There will be a short Council meeting, followed by a budget meeting which will be closed to the public.

Meeting closed at 9.30pm.

Signed.....
Chairman

Date.....